

FAX / SPEED POST



भारत सरकार GOVERNMENT OF INDIA  
वित्त मंत्रालय MINISTRY OF FINANCE  
राजस्व विभाग DEPARTMENT OF REVENUE

केन्द्रीय अप्रत्यक्ष कर एवं सीमा शुल्क बोर्ड  
CENTRAL BOARD OF INDIRECT TAXES AND CUSTOMS

प्रधान आयुक्त का कार्यालय  
OFFICE OF THE PRINCIPAL COMMISSIONER  
केन्द्रीय कर एवं केन्द्रीय उत्पाद शुल्क, कोच्चि  
CENTRAL TAX AND CENTRAL EXCISE, KOCHI  
केन्द्रीय राजस्व भवन, CENTRAL REVENUE BUILDING

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सी.सं. C.No.II/9/5/2018-Conf. Cx

दिनांक/Date: 17.06.2019

Sub: **Implementation of e-office Lite (SPARROW) and PIMS for CBIC employees – Reg.**

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The APAR for the financial year 2018-19 in respect of all Group B & C officers (except Havaldars / MTS / Canteen Staff) has been generated. The officers reported upon should fill in self appraisal in Section II and submit the APAR for Reporting well before 30<sup>th</sup> June 2019. Officers are advised not to wait for last date and complete the APAR as early as possible. Help manuals are available in SPARROW-CBIC section of [www.dghrdcbic.gov.in](http://www.dghrdcbic.gov.in) website.

  
(Suresh Babu P.G.)  
Assistant Commissioner (P&V)

To

All Group 'B' and 'C' Officers of Hqrs., Kochi

All Group 'B' and 'C' Officers at Divisional level  
(Through Dy. / Assistant Commissioner concerned)

The Superintendent (Systems), Kochi (to upload in the website)